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**ROUTING AND RECORD SHEET****SUBJECT:** (Optional)

Request for Additional IR&amp;DC Staff Support

**FROM**

ES/IR&amp;DC

**EXTENSION****NO.****DATE**

21 October 1982

**TO:** (Officer designation, room number, and building)**DATE****RECEIVED****FORWARDED****OFFICER'S  
INITIALS****COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DD/OCC

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FORM  
1-79**610** USE PREVIOUS  
EDITIONS

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The Director of Central Intelligence

Washington, D.C. 20505

Intelligence Research and Development Council

21 October 1982

MEMORANDUM FOR: Deputy Director, Office of Community Coordination

FROM:

[redacted]  
Executive Secretary

25X1

SUBJECT: Request for Additional IR&amp;DC Staff Support

1. During the last few months the IR&DC has been directed by the DDCI to assume a more active role in providing research and development advice on Community R&D activities to the DCI and the DDCI. This direction will result in several actions requiring additional IR&DC staff support. First, the Council will begin meeting on a monthly basis rather than the present 2- to 3-month schedule. The staff support work for conducting Council meetings is quite heavy and of course will have to be increased. In addition the DDCI has asked for a series of technical reports to be furnished by the Council, and these reports will require increased staff support for the chairman in order to be accomplished. [redacted]

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2. These additional duties are in addition to the normal workload of the Council which now includes the supervision and direction of seven IR&DC subpanels and will create a substantial staff support workload. As you know, Council staffing provided by the ICS for the past several years has consisted of only one professional. Due to this austere maintenance level of staff support for the chairman, many tasks which were undertaken by the Council in prior years have been unable to be accomplished. These range from the annual publication of R&D Community task inventories to the provision and development of R&D input into the annual DCI guidance, the establishment of Community DCI R&D award programs, and the monitoring of IR&DC-sponsored initiatives. In addition, due to the assignment of only one professional for staff support, no provisions have been made for adequate backup in case of sickness or annual leave. [redacted]

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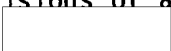
3. I believe, due to the direction by the DDCI, that additional staff support is required for the IR&DC. This support may be filled in three ways: (1) provide an additional full-time professional billet from within the staff, (2) detail a professional from within the Community for a year at a time to provide staff support, or (3) hire a part-time professional to assist the executive secretary. In each case the requirement is for a professional scientist or engineer (GS-15 or Mil 06). The individual should have a good knowledge of the Community R&D efforts or have been involved in the R&D efforts of their particular agency or department. [redacted]

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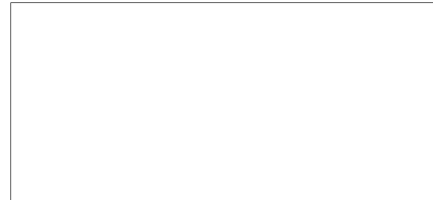
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SUBJECT: Request for Additional IR&DC Staff Support

25X1 4. The most satisfactory arrangement would be the provision of a full-time staff billet which would provide continuity and backup to the IR&DC effort. However, if this would prove impossible, then the assignment of a detailee or the provisions of a part-time professional would at least provide additional support. 

5. Request your consideration of these proposals. I will be happy to discuss further with you why additional staff support is required.



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Distribution:

Orig - DD/OCC

1 - ES/IR&DC

1 - Secretariat Staff Registry

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